



SOUND CITIES ASSOCIATION

37 Cities. A Million People. One Voice.

SCA Board of Directors Minutes

February 22, 2017, 10:00 AM
Renton City Hall
1055 S Grady Way, Renton WA 98057

1. Call to order

David Baker, SCA President, called the meeting to order at 10:01 AM.

Members Present: David Baker, Nancy Backus, Jim Ferrell (arrived 10:09 AM), Leanne Guier, Will Ibershof, Denis Law, Hank Margeson, Tola Marts (arrived 10:07 AM), Catherine Stanford, Debbie Tarry, Jeff Wagner, Amy Walen

Members Absent: Dana Ralph

SCA Staff Present: Deanna Dawson, Kristy Cole

2. Public Comment

President Baker asked if any member of the public had any public comment. Seeing none, this portion of the agenda was closed.

3. Consent Agenda

Nancy Backus moved, seconded by Amy Walen, to approve the consent agenda.

The motion passed unanimously. (Ferrell and Marts had not arrived at time of vote.)

4. President's Report

David Baker provided the President's report. President Baker reported that he attended and spoke at a recent press conference held by King County Executive Dow Constantine that announced a plan to provide rapid response services for immigrants. President Baker also reported on HB 1764 regarding the 1% property tax cap, an issue on which he testified on behalf of SCA. He reported that he attended Seattle Mayor Ed Murray's state of the city address. Last, President Baker reported that he will be testifying on HB 1047 regarding prescription medicine take back program.

5. Executive Director's Report

Deanna Dawson provided the Executive Director's Report. She handed out information regarding One Center City and addressing the bus tunnel closure in downtown Seattle and highlighted the option to participate in an online open house, ending March 3. Members discussed challenges of potential re-routes, especially to eastside commuters. They suggested RTC as a venue to discuss.

Dawson informed members of a request from former Governor Chris Gregoire for member contact information to distribute an announcement. Noting an existing SCA policy, the Board requested that member contact information not be shared externally, but that Dawson could offer to distribute the information on behalf of Governor Gregoire.

6. PIC Chair's Report

PIC Chair Tola Marts reported on the February 8 PIC meeting. He noted that there was considerable discussion regarding centers designation at Puget Sound Regional Council (PSRC), a topic that will be the subject of a future pre-PIC workshop. Marts also noted that PIC had made a recommendation regarding appointments to regional boards and committees.

Tola Marts moved, seconded by Hank Margeson, to appoint Councilmember Verna Seal, Tukwila, as an alternate member to the Domestic Violence Initiative Regional Task Force (DVI); Councilmember Marlla Mhoon, Covington, as an alternate member to the King County Flood Control District Advisory Committee (KCFCDAC); and Deputy Mayor Davina Duerr, Bothell, as an alternate member to the Puget Sound Regional Council (PSRC) Transportation Policy Board (TPB).

The motion passed unanimously.

7. City Manager/Administrator Report

Debbie Tarry provided the City Manager/Administrator report. Topics at the last City Managers/Administrators meeting included: successful regional partnerships between five north county cities regarding Sound Transit; legislative update from Association of Washington Cities (AWC); transfer of development rights; land conservation; and discussion on so-called "sanctuary cities." Tarry also highlighted a topic that will be coming before the City Managers/Administrators group in March regarding Cultural Access Sales Tax Levy. Dawson announced that the PIC will also receive information on this potential levy in March.

8. 2016 Year-End Financial Report

Deanna Dawson, SCA Executive Director, walked members through the 2016 year-end financial report and the recommended designated and unallocated reserve fund transfers ([Attachment A](#)). Marts asked about board policies on reserves. Dawson clarified for Marts the existing policies.

Nancy Backus moved, seconded by Catherine Stanford, to approve transfers from Board designated reserves of:

- **\$7634.62 from the employment reserve;**
- **\$5,522.65 from the equipment reserve; and**
- **\$1,171.50 from the legal reserve.**

The motion passed unanimously.

Nancy Backus moved, seconded by Catherine Stanford, to approve transfers from unallocated reserves of \$29,269.59 including:

- **\$11,888.71 for the Board approved Executive Director bonus;**
- **\$9,235.95 for the Board approved temporary staffing costs; and**
- **\$8,144.93 for the art project.**

The motion passed unanimously.

Hank Margeson moved, seconded by Jeff Wagner, to approve the year-end financial report.

The motion passed unanimously.

9. Discussion Items

a. Retreat debrief

Dawson walked members through the 2017 Board Retreat summary. Members discussed ideas for possible recognition at Annual Meeting of individuals both inside and outside of organization. Internally, this may be in addition to the existing member emeritus award, for an individual SCA member who has made a difference; externally, a regional leader who is deserving of special recognition for efforts to support SCA and/or member cities. Further discussion will occur on this topic. The Board discussed co-hosting an event in summer with NLC First Tier Suburbs, who will be holding a conference in the area. The Board also discussed recruitment of additional sponsors. Past President Backus will take the lead on this topic, along with ED Dawson. More information will come back to the Board for future discussion. The Board discussed relationships with other regional leaders, and provided input on existing relationships with county leaders. Vice President Walen and ED Dawson will take lead on setting up meetings to strengthen these relationships. President Baker and ED Dawson are in process of scheduling visits with member cities to strengthen relationships with member cities.

b. Breakfast with Governor Inslee

Dawson asked members to confirm if they can attend this breakfast meeting with Governor Inslee. The primary focus of the meeting will be revenues. Along this theme, Board members discussed challenges for cities to raise revenues through voter approved levies, and need to change property tax cap limit, as well as need to maintain state shared revenues. Members also discussed need for infrastructure funding, funding to address the opiate crisis in the state, funding for the law enforcement academy, and funding for emergency management.

c. Caucus chair training

Dawson reported that SCA has held an appointee orientation, orientation for PIC members, and is preparing for a caucus chair training with Ann Macfarlane of Jurassic Parliament. She asked for volunteers to have speaking roles at the March 1 caucus chair training. David Baker, Tola Marts, Hank Margeson, and Amy Walen volunteered.

d. Upcoming projects:

i. Regional transportation initiative

Dawson handed out a letter, jointly signed by King County Executive Constantine and SCA President Mayor Baker, regarding the need for a sustainable approach to address the decaying network of regional roads. City technical staff of are invited to attend the initial meeting on this issue on March 3. Once the technical experts have met, a meeting will be convened of elected officials.

ii. Affordable housing

Dawson reported that she is having discussions with the County Executive's Office and County Councilmember Balducci around a regional affordable housing initiative. An event to kick off the work may be scheduled for June.

- iii. Economic development

Dawson reported that there is work to convene a summit to follow-up from the economic development summit held in December 2015. The date may be in April or May. Catherine Stanford, President of the Puget Sound Regional Council Economic Development District Board, stated the timing of the meeting will work well since the Regional Economic Strategy (RES) is due to be released on March 8 with public comment to follow in mid-March. It was noted that the RES update should be included in the event.
- e. SCA staffing update, personnel policies

Dawson provided an update on new hires and status of SCA staffing. She noted that existing personnel policies should be updated, and noted that when the newest part-time policy analyst was hired, there was a commitment made to review possible ability for the employee to be on SCA's health insurance, not currently allowed for any part-time employees under existing policies. ED Dawson will review policies, and work with SCA Executive Committee to bring back possible revisions to the Board.
- f. SCA records archiving project

Dawson provided an update on the records archiving project. While it was approved by the Board to take place in 2016 and paid for from reserves, the project was not completed in 2016 due to staffing issues. Dawson asked for guidance from Board on project moving forward. This will be topic of further conversation at a later date.
- g. SCA office remodel update

Dawson reminded members that the office remodel was approved by the Board in 2016, and staff will bring back the total expense to the Board once final bills are received.
- h. SCA IT upgrades

Dawson provided an update on the need to make some IT upgrades and will bring back total expense to the Board. Members agreed that these upgrades are necessary, and recommended moving forward with the project.
- i. Update on 2017 dues payments, sponsors

Dawson provided an update on 2017 city membership dues payments and sponsorships.
- j. SCA Events Committee, RISE presentations, event speakers

Dawson asked for volunteers to serve on the SCA Events Committee. David Baker, Jeff Wagner, Will Ibershof, and Catherine Stanford volunteered. Members discussed possible future dinner topics, speakers, and RISE presentation topics. Ideas for dinner speakers included Peter Kageyama (For the Love of Cities), local CEOs (Howard Schultz, Jeff Bezos), speakers on global health and philanthropy, and coaches Chris Petersen and Pete Carroll. It was suggested that a tie in with the "Alive and Free" program could help with Coach Carroll as a speaker. Other ideas for networking dinners included a legislative debrief. Dawson asked members to provide suggestions for questions to ask AG Ferguson for the upcoming March 29 SCA networking dinner.
- k. Upcoming Board meeting locations

The Board reiterated decision at retreat to not rotate meetings monthly, but to include a city visit and tour quarterly/four times a year. The March meeting will be hosted by Kent. The June meeting will be hosted by Redmond. The July meeting will be hosted by Kirkland. It was agreed that the June meeting will start a half hour late to accommodate members travelling from the SCORE Board meeting.

10. Upcoming Events

The SCA Caucus Chair Training will be held on Wednesday, March 1, 2017 from 6:00 PM to 8:00 PM at Renton City Hall.

The next meeting of the SCA Public Issues Committee will be held on Wednesday, March 8, 2017 at 7:00 PM at Renton City Hall.

The next meeting of the SCA Board of Directors will be held on Wednesday, March 22, 2017 at 10:00 AM at Kent City Hall, Centennial Building.

The next SCA Networking Dinner will be held on Wednesday, March 29, 2017 at 5:30 PM at the Inglewood Golf Club. The keynote speaker will be Attorney General Bob Ferguson.

11. For the good of the order

Amy Walen reported on Kirkland's recent action to declare itself a "welcoming city." Hank Margeson announced that the Redmond City Council is reviewing final applicants for an open city council seat.

12. Adjourn

The meeting adjourned at 11:43 AM.